



SUGAR LAND 4B CORPORATION

AGENDA REQUEST

AGENDA OF:	11-20-13	AGENDA REQUEST NO:	III-A
INITIATED BY:	MARA SOLOWAY, ECONOMIC DEVELOPMENT COORDINATOR	RESPONSIBLE DEPARTMENT:	ECONOMIC DEVELOPMENT
PRESENTED BY:	REGINA MORALES, DIRECTOR OF ECONOMIC DEVELOPMENT	DIRECTOR:	REGINA MORALES <i>RM</i>
		ADDITIONAL DIRECTOR (S):	N/A
SUBJECT / PROCEEDING:	CONSIDERATION AND ACTION ON A CONTRACT BETWEEN THE SUGAR LAND 4B CORPORATION AND THE GREATER FORT BEND ECONOMIC DEVELOPMENT COUNCIL IN THE AMOUNT OF \$30,000		
EXHIBITS:	CONTRACT BETWEEN THE SUGAR LAND 4B CORPORATION AND THE GREATER FORT BEND ECONOMIC DEVELOPMENT COUNCIL		
CLEARANCES		APPROVAL	
LEGAL:	EUGENIA CANO, FIRST ASSISTANT CITY ATTORNEY <i>EAC</i>	DIRECTOR:	REGINA MORALES, <i>RM</i> ECONOMIC DEVELOPMENT
PURCHASING:	N/A	EXECUTIVE DIRECTOR	N/A
BUDGET:	BRYAN GUINN, <i>BG</i> ASSISTANT DIRECTOR OF BUDGET & RESEARCH	ASSISTANT CITY MANAGER:	N/A
BUDGET			
EXPENDITURE REQUIRED: \$		30,000	
CURRENT BUDGET: \$		30,000	
ADDITIONAL FUNDING: \$		N/A	
RECOMMENDED ACTION			
Approve Contract.			

EXECUTIVE SUMMARY

Attached for the Board's consideration and action is a contract between the Greater Fort Bend Economic Development Council (GFBEDC) and the Sugar Land 4B Corporation.

The contract with the GFBEDC is renewed annually and the amount of \$30,000 for a service contract that provides county support for Sugar Land led business relocation projects. This funding has been budgeted and approved in the FY14 Corporation's budget. In addition, the Sugar Land Development Corporation will approve an identical contract for \$30,000 at its December meeting in order to provide an annual cumulative funding amount of \$60,000 for county support of economic development projects.

EXHIBITS

**CONTRACT BETWEEN THE SUGAR LAND 4B CORPORATION
AND THE GREATER FORT BEND ECONOMIC DEVELOPMENT COUNCIL**

This Contract is made between the **SUGAR LAND 4B CORPORATION** and the **GREATER FORT BEND ECONOMIC DEVELOPMENT COUNCIL**.

Recitals:

The City has adopted an economic development sales tax and created the Sugar Land 4B Corporation that is authorized to use up to ten percent of its corporate revenues for promotional purposes under section 505.103 of the Local Government Code. The Sugar Land 4B Corporation wishes to enter into a contract under which the Greater Fort Bend Economic Development Council will provide services to promote economic development in the City of Sugar Land.

Agreement:

In consideration of the mutual promises of each, the Sugar Land 4B Corporation and the Greater Fort Bend Economic Development Council agree as follows:

A. Definitions. In this Contract:

City means the City of Sugar Land.

Economic Development Funds means the funds paid by the SL4B to the GFBEDC under this Contract.

GFBEDC means the Greater Fort Bend Economic Development Council.

Primary Sector means any manufacturer, assembler or service business where the primary source of revenue is generated from activities that create revenues beyond the Houston metropolitan statistical area.

SL4B means the Sugar Land 4B Corporation.

B. Appointments to the GFBEDC Board of Directors. The GFBEDC will allocate two seats on the GFBEDC Board of Directors to the City. One seat will be allocated to the City Manager and the other seat will be filled by appointment of the City Council. The City's Director of Economic Development or his or her designee may also attend the Board of Directors Meeting. In the absence of either or both of the City appointees, the City's Director of Economic Development may represent the City at the GFBEDC Board of Director meetings.

C. SL4B to Pay Economic Development Funds. The SL4B will pay \$30,000 annually to the GFBEDC for the services rendered by the GFBEDC under this Contract. The GFBEDC will use the Economic Development Funds for day-to-day operations, supplies, salaries, office rental, travel expenses, and other administrative costs that are directly related to the promotion of economic development activities as set forth in this Contract. The GFBEDC will maintain complete and accurate financial records regarding all expenditures made by the GFBEDC. The City and the SL4B have the right to inspect the financial records and expenditures made by GFBEDC. The City and the SL4B shall receive copies of the monthly financial statements submitted to the board of directors of the GFBEDC.

The GFBEDC will make regular reports to the SL4B through periodic meetings with the City's economic development department relating to the activities performed under this Contract. The annual payment to be made herein will be made in one installment of \$30,000 by December 31, 2013.

D. Services to be provided by GFBEDC. In consideration of the SL4B's payment of Economic Development Funds, GFBEDC will:

1. Defer to the City of Sugar Land, which will take the lead in all recruitment and retention activities within the City's corporate boundaries, including contact with all prospects, brokers and consultants, with City staff acting as the project's sole point of contact.
2. Undertake activities, as directed by and coordinated with the City, that are intended to expand existing primary sector businesses and commercial activity in the area and to promote and advertise the benefits of locating selected new primary sector business and commercial activities in Sugar Land to achieve one or more of the following:
 - a. The creation of new jobs with a primary focus on jobs with wages at or above the average prevailing wage in the City.
 - b. Increase the commercial ad valorem tax base of the City by attracting new businesses in primary sector industries with a primary focus on projects that offer jobs at or above the average prevailing wage in the City.
 - c. Encourage the diversification of the local economy to make it more impervious to state and national economic recession.
 - d. Assist in the coordination of economic development activities and efforts among and between political subdivisions, organizations, institutions, and companies in the area as directed by the City.
 - e. Coordinate tax abatement procedures with the County based on City direction for the project.
2. Meet monthly with the City's economic development department to coordinate activities undertaken by the GFBEDC related to projects or programs, which may locate or impact the City of Sugar Land as well as other issues such as press release development and distribution that may impact the City to ensure a positive and consistent outcome.

E. Reports Provided to the City by GFBEDC. GFBEDC will provide the SL4B through the City of Sugar Land with:

1. Monthly Business Recruitment Prospect Reports in the format mutually agreed by the City and GFBEDC on projects which impact the City of Sugar Land and where the GFBEDC is involved.
2. A copy of the annual summary report to the membership detailing the activities the GFBEDC has undertaken during the term of the contract.
3. Copies of all tax abatement agreements relating to Sugar Land projects entered into by Fort Bend County after the effective date of this Agreement within 60 days of Fort Bend County's execution of the tax abatement agreement.

F. Term and Termination. This Contract is effective on the last date of the dates executed by the parties and will continue in effect until the following September 30. Either party may terminate this Contract by giving the other party at least 60 days written notice of the termination

G. Contact Person. The GFBEDC, its officers, employees, agents and representatives will direct all information, inquires, and communications relating to the activities addressed or provided for in this Contract or other development matters which relate to the City to the City Manager or his or her designee.

H. Notice. Any notice provided pursuant to this Contract is effective when deposited in the United States mail, either certified or registered mail, postage prepaid and addressed to the parties as follows:

To the SL4B c/o: City Manager
City of Sugar Land, Texas
Sugar Land 4B Corporation
2700 Town Center Boulevard North
Sugar Land, Texas 77479

To the GFBEDC: President
Greater Fort Bend Economic Development Council
One Fluor Drive
Sugar Land, Texas 77478

I. Assignment. This Contract may not be assigned by the GFBEDC.

SUGAR LAND 4B CORPORATION

**GREATER FORT BEND ECONOMIC
DEVELOPMENT COUNCIL**

President

Date: _____

By: 

Title: President/CEO

Date: 11-7-13

ATTEST/SEAL:

Glenda Gundermann, City Secretary

APPROVED AS TO FORM:

